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**STATE OF DELAWARE**  
**BOARD OF NURSING HOME ADMINISTRATORS**

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PUBLIC MEETING MINUTES:	<b>BOARD OF NURSING HOME ADMINISTRATORS</b>
MEETING DATE AND TIME:	<b>Tuesday, May 8, 2018 at 1:00 p.m.</b>
PLACE:	<b>Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904</b>
MINUTES FOR APPROVAL:	<b>July 10, 2018</b>

**MEMBERS PRESENT**

Michael Salitsky, Professional Member, President  
Ray Quillen, Professional Member, Vice-President  
Georgia Lane, Healthcare Member  
Gwendolyn Benton, Public Member  
Cecilia Jones, Public Member  
Timothy Bane, Public Member

**MEMBERS ABSENT**

J.R. Payne, Jr., Professional Member  
Eleanor Allione, Public Member  
Jenifer Vaughn, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Kevin Maloney, Deputy Attorney General  
Jennifer Witte, Administrative Specialist II

**OTHERS PRESENT**

Jodi Peer

**CALL TO ORDER**

Mr. Salitsky called the meeting to order at 1:06 p.m.

**REVIEW OF MINUTES**

A motion was made by Mr. Salitsky, seconded by Mr. Bane, to approve the minutes from the March 13, 2018 meeting as presented. The motion carried unanimously.

## **UNFINISHED BUSINESS**

### **Compliance to Final Order – J. Andrew Byrd, #H1-0000902**

The Board received a letter to the Board from the Vice-President and General Counsel for Exceptional Living Centers verifying that Mr. Byrd has maintained his compliance to the final order.

The Board received a request for a proposal to deny hearing from Frantz Domond. The Board initially tabled Mr. Domond's application November 14, 2017 for additional information. Due to no response, the application was placed on the March 13, 2018 meeting agenda where the Board proposed to deny the application for failure to meet the requirements for licensure. The PTD notice sent to Mr. Domond allowed 10 days to request a hearing before the Board. Mr. Domond did not request a hearing until after that 10 day window of time had closed. After reviewing all of the timeline facts, a motion was made by Mr. Salitsky, seconded by Ms. Jones, to final deny the application of Frantz Domond. The motion carried unanimously.

## **NEW BUSINESS**

### **Ratify Nursing Home Administrator-In-Training Applications**

A motion was made by Mr. Salitsky, seconded by Ms. Benton, to approve the ratified nursing home administrator-in-training application of Finda Menjor-Kromah. The motion carried unanimously.

### **Ratify Nursing Home Administrator Applications**

A motion was made by Mr. Salitsky, seconded by Mr. Bane, to approve the ratified nursing home administrator applications of Javier Cavero, Kimberly Cloud and Colleen Phelps. The motion carried unanimously.

A motion was made by Mr. Salitsky, seconded by Ms. Lane, to amend the agenda to add item IV. C. 2 for review.

### **Review of Final AIT Progress Reports**

After review, a motion was made by Mr. Salitsky, seconded by Ms. Jones, to approve the final AIT progress report of Kai-Stefan Fountain and approved him to sit for the examination. The motion carried unanimously.

After review, a motion was made by Mr. Salitsky, seconded by Mr. Bane, to approve the final AIT progress report of Renee Girard and approve her to sit for the examination. The motion carried unanimously.

### **Ratify Temporary Nursing Home Administrator Applications**

A motion was made by Mr. Salitsky, seconded by Mr. Bane, to approve the ratified temporary nursing home administrator applications of Denise Williams, Kristopher Brown, Jodi Peek and Kai-Stefan Fountain. The motion carried unanimously.

### **Ratify Change of Preceptor Request**

A motion was made by Mr. Salitsky, seconded by Ms. Benton, to approve the ratified change of preceptor request for Finda Menjor-Kromah. The motion carried unanimously.

### **CORRESPONDENCE**

There was no correspondence.

### **OTHER BUSINESS BEFORE THE BOARD**

There was no other business before the Board.

### **PUBLIC COMMENT**

Jodi Peek approached the Board regarding an issue with one of the facilities in Delmar, Delaware and the need of nursing home administrators in that facility. She had a few questions for the Board pertaining to attaining an AIT in Delaware.

### **NEXT MEETING**

The next meeting will be July 10, 2018 at 1:00 p.m. in Conference Room B.

### **ADJOURNMENT**

There being no further business, a motion was made by Mr. Salitsky, seconded by Ms. Jones, to adjourn the meeting at 1:23 p.m. The motion carried unanimously.

Respectfully submitted,

*Jennifer L. Witte*

Administrative Specialist II